



Baltimore City Department of Human Resources

Elliott L. Wheelan, Director of Human Resources

Martin O' Malley, Mayor

EXAMINATION FOR: FIRE CAPTAIN (AMBULANCE SERVICE) (PROMOTION)

SALARY: \$47,692 – \$58,827 **GRADE:** 341

CLOSING DATE: April 21, 2003 is the last day to file an application.

POSITION: A Fire Captain (Ambulance Service) oversees daily medical emergency response operations. Employees work a rotating shift including nights, weekends and holidays.

The eligible list may be used to promote persons as vacancies arise.

MINIMUM QUALIFICATIONS: On or before June 2, 2003, eligible City employees must:

Have current licensure as a Cardiac Rescue Technician, Cardiac Rescue Technician-Intermediate or as a National Registered Emergency Medical Technician-Paramedic acceptable to the Maryland State Emergency Medical Services Board;

AND

Have one year of experience as a Fire Lieutenant in and currently assigned to the Emergency Medical Services Division.

NOTE: YOUR LICENSE MUST BE RECORDED ON YOUR APPLICATION AND WILL BE VERIFIED BY THE APPOINTING AUTHORITY.

SELECTION PROCESS: Only classified City employees who indicate the minimum qualifications on their applications and have successfully completed the probationary period on or before the last day for filing applications are eligible to compete in this examination. The examination will consist of a oral with written component test and a seniority rating. The oral with written component test will receive a weight of 90% and the seniority rating will receive a weight of 10%. Candidates must pass the oral with written component test to receive a seniority rating. Candidates are required to make a converted score of not less than 70 on a scale of 100. The license, training and experience of each candidate will be evaluated for appropriateness and quantity. It is essential, therefore, that you give complete and accurate information on your application. Vagueness or omission may prevent you from being considered for this position. Qualified candidates will be graded, with appointment made from all candidates within the top five scores.

DATE OF ORAL WITH WRITTEN COMPONENT EXAMINATION: The oral with written component examination is scheduled for the week of June 2, 2003.

CANDIDATES INDICATING THE MINIMUM QUALIFICATIONS ON THEIR APPLICATIONS WILL BE NOTIFIED WHEN AND WHERE TO APPEAR FOR THE EXAMINATION. YOU WILL NOT BE ALLOWED TO SIT FOR THE EXAMINATION UNLESS YOU PRESENT YOUR MARYLAND DRIVER'S LICENSE OR MOTOR VEHICLE ADMINISTRATION ID OR EMPLOYEE PHOTO ID CARD TO THE TEST MONITOR PRIOR TO THE TEST ADMINISTRATION.

41242 (031103) 341 G (2) OS
KMT/mk POSTED: 3/31/03

Apply to: Baltimore City Department of Human Resources · 201 East Baltimore Street · Suite 100 · Baltimore, Maryland 21202 · (410) 396-3860

For additional job opportunities information, call (410) 545-3875

For the Hearing impaired: TTY 396-4930

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www.baltimorecity.gov

(see reverse side)

APPLICATIONS: Applications may be obtained by mail or in person from the Baltimore City Department of Human Resources, 201 East Baltimore Street, Suite 100, Baltimore, Maryland 21202.

PHYSICAL EXAMINATION: Eligible candidates must pass a job-related physical examination administered by the City.

TESTING FOR DRUGS: Effective October 1, 1994, the City's pre-employment physical examination for all applicants will include substance abuse testing. Substance abuse testing shall also be required prior to promotion to a sensitive job classification.

ELIGIBILITY: Qualified candidates will be considered for vacancies as they arise, for a period of at least one year. The decision of the Director of Human Resources with respect to acceptable minimum qualifications is final.

SERVICE FEE: City employees who are represented by a union will be required to become union members or to pay a service fee as a condition of continuing employment after completion of a probationary period.

SCOPE OF THE ORAL WITH WRITTEN COMPONENT TEST: The oral with written component examination is designed to evaluate each candidate's knowledge, skills and abilities in areas such as:

- Administrative and technical procedures of the Baltimore City Fire Department EMS Division, and Emergency Medical Protocols;
- Reasoning and making judgments in the management of operations in the Baltimore City Fire Department EMS Division;
- Communicating orally and in writing;
- Working with others.

REFERENCE MATERIAL: The oral/in-basket test will be based on but not limited to the following reference material:

1. BCFD Manual of Procedure, up to and including 3/4/03.
2. BCFD Rules and Regulations.
3. The Maryland Medical Protocols for Emergency Medical Services Providers, January 1, 2002.
4. Effective Supervisory Practices, 1995, 3rd Edition.



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